

HOWARD COUNTY MENTAL HEALTH AUTHORITY

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Board Meeting Minutes May 1, 2018

BOARD MEMBERS PRESENT: Brown, Demidenko, Filipczak, Foster, Liggett-Creel, Liu, Monahan, Mouratidis, Paez, Seybolt.

BOARD MEMBERS ABSENT: Aziz, Hull, Rodgers-Bonaccorsy, Schmidt, Schulmeyer, Spainbey

STAFF MEMBERS PRESENT: Choo Quan, Schaffer

1. GUESTS PRESENT: Susan Helsel, Janet Edelman, Kathryn Newman, Chris Collins, Debbie Meyer, Alice Giles.

The meeting started at 6:06 p.m.

2. MOTION: A motion was made to approve the May 1, 2018 agenda. The motion was seconded and unanimously approved.

3. MOTION: **The minutes from the April 3, 2018 meeting were amended as follows: Page 2, Item #4, second sentence was amended to read “The Board will cease to exist on June 30, 2018, however, four members of the Board will continue to conduct financial management until the closeout is complete”.** A motion was made to approve the Board meeting minutes for April 3, 2018 as amended. The motion was seconded and unanimously approved.

4. ATTENDANCE REVIEW:

The following Board members were excused from the May 1, 2018 Board meeting: Hull, Rodgers-Bonaccorsy, Schulmeyer and Spainbey. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

5. Executive Director’s Report:

Draft Audit Report:

A draft report from MDH’s Office of the Inspector General has been received. It states that HCMHA owes \$83,019. Choo Quan has requested a face to face exit conference with the state to discuss this issue.

HCMHA has its final monitoring call with John Newman on 5/21/18. End of year projections will also be discussed.

Janet Jones and Rachel Choo Quan will meet with Howard County Housing and Community Development on 5/7/18 to discuss the transfer of the HUD Continuum of Care grant.

All staff has submitted the Maryland State job application and are awaiting an interview date.

6. Financial Director’s Report:

Expenses through 3/31/18	Expenditure	Comments
Admin Budget	\$253,563	
State General Funds	\$1,255,417	
Federal Block Grants	\$466,957	
Other Grants	\$1,544,283	
County Grants	\$300,681	MCT
	\$13,381	HCPD
	\$58,335	ED Follow Up
	\$46,665	OOOHC
Private Insurance Consultant	\$15,062	Carry over from FY17
Access to Services for Cooccurring Physical Health	\$12,500	To Grassroots to update phone system

7. Standing Committee Reports:

a. Executive:

A formal letter will be sent to HCMHA staff informing them that employment at HCMHA will cease on 6/30/18. As there will be a lapse in coverage of health benefits for the month of July, HCMHA will pay COBRA expenses for all employees, regardless if the employee is moving to the Health Department

The County Attorney’s office has drafted a resolution to dissolve the HCMHA Board. The Board suggested amendments to the resolution, to include stating the names of the four designees who will conduct the financial closeout of HCMHA: Paez, Monahan, Liggett-Creel, and Seybolt. A vote to approve the amended resolution will be taken at the June Board meeting.

A vote will also be taken at the June Board meeting to approve the members of the LBHA Board representing mental health.

b. Budget:

FY17 Audit:

Liggett-Creel reviewed the FY17 Audit. *A motion was made to approve the FY17 Audit. The motion was seconded and unanimously approved.*

c. Health Care Policy and Planning:

There was no meeting in April.

d. Board Development:

Scepter Spainbey has resigned from the Board, effective immediately.

9: Comments from the Board:

The current Board members who are moving forward to the new LBHA Board introduced themselves to the candidates. It was suggested that the group meet before or after the June 5th Board meeting.

There was discussion regarding the need for inclusion of the cooccurring population in future LBHA Board meetings.

10: Board adjourned at 7: 32 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: _____
Signature Date